

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 1206

TITLE: ENERGY COORDINATOR

GRADE: S-30

DEFINITION:

Under general direction of the Environmental Coordinator, formulates, plans, and coordinates energy efficiency and conservation policy, programs, and initiatives for Fairfax County.

DISTINGUISHING CHARACTERISTICS:

This is a single-incumbent class.

ILLUSTRATIVE DUTIES:

Develops plans, policies, and new programs to implement and achieve improved energy efficiency and conservation;
Supports the development of proposed energy legislation, along with supporting budget and other documentation relating to its impacts on the County's policy and operations;
Reviews existing County ordinances to ensure conformity to proposed and existing state legislation or regulation;
Coordinates with code officials and design professionals to revise, modify, and update building codes to encourage energy efficiency;
Administers multi-county agency efforts to implement energy efficiency and conservation;
Oversees and assures that all County agencies are implementing their respective tasks;
Participates in and directs studies, research, tests, and evaluations of new energy efficiency approaches, measures, practices, and equipment;
Develops new and innovative goals, policies, and objectives in response to arising energy concerns and issues in the County;
Sets countywide energy conservation goals;
Expands the use of alternative energy sources (wind power, solar, methane, etc);
Represents the County on energy advisory committees and task forces;
Develops and oversees public education and outreach programs;
Plans and directs energy efficiency monitoring and reporting;
Oversees Energy Management Program budget preparation and responsibilities;
Supervises program staff, interns, or contractual agreements.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of the principles, theory and practice of architectural, mechanical, electrical and energy management aspects of capital facilities projects;
Knowledge of the principles, theory and practices essential to the control and reduction of energy consumption;

Knowledge of local, state, and Federal regulation and legislation applicable to energy efficiency, as well as a working understanding of legislative processes in developing energy policy and regulations;
Knowledge of information sources in energy efficiency and related environmental programs;
Knowledge of computer applications and software (such as CAD) associated with the Preparation of plans and engineering computations;
Knowledge of common methods and equipment used in engineering design and construction;
Knowledge of Virginia Uniform Statewide Building Code and the codes and ordinances which apply to energy management in Fairfax County;
Knowledge of energy efficiency testing methods and standards;
Knowledge of heating, ventilating, and air conditioning (HVAC) design and building control systems;
Knowledge of Federal, State and local legislation and regulations for energy efficiency, conservation and renewable energy;
Knowledge of energy efficient designs and renewable energy technologies, and their applications;
Ability to analyze legislation, regulations and policies to determine their impact on county residents, businesses and on County government operations;
Ability to formulate policy recommendations regarding complex changes or technological developments in energy efficiency, conservation and renewable energy;
Ability to develop and provide clear presentations regarding specific projects/programs and County policies and operations before industry, elected officials and community groups;
Ability to coordinate long-term, complex project plans;
Ability to plan, coordinate and oversee the work of team(s), subordinates and diverse Professional and sub-professional engineering staff;
Ability to communicate and interact effectively with the public, senior County staff and the Fairfax County Board of Supervisors.

EMPLOYMENT STANDARDS:

Any combination of education, training and experience equivalent to:
Graduation from an accredited four-year college or university with a Bachelor's degree in a related engineering field; PLUS
Six years of progressively responsible experience in the mechanical, electrical or energy engineering field.

NECESSARY SPECIAL REQUIREMENTS:

Valid Virginia Professional Engineer license and current registration as a Certified Energy Manager (required).

ESTABLISHED: May 28, 2008